

# MINUTES

---

## Minutes of the COVID 19 CPVV Industry Update Meeting

**Date:** 25 November 2020

**Time:** 2:00pm – 2:30pm

**Location:** Microsoft Teams Video Conference

### Attendees

Al Martin (AM) (CPVV), Siena Rossi (CPVV), Ian Matthews (IM) (CPVV), Michelle Thomas (CPVV), Hannah Norris (CPVV), Val McFarlane (CPVV), Greg Kazuro (CPVV), Alice Nguyen, Anita Jensen, Ashleigh Cormack, Catherine McKenzie, Colin Wells, Crown Cabs, Greg Hardeman, Maria Silos, Mitch Cooper, Olivia Robinson-Danckert, Paulina, Peter Valentine, Ray Kelsey, Sarah George, Sohrab Motiwalla, Stephen Armstrong, Thanh Nguyen, Toni Peters, Victoria Draudins.

### Discussion

- Al Martin (AM) welcomed all attendees and displayed presentation for discussion.
- AM made the following comments:

Note: all comments made are true and correct as at this point in time.

- Advised that all sources and references for information/contact on COVID 19 advice remain the same.
- Discussed the Government's roadmap timeline overview noting both Metropolitan and Regional Melbourne are in the final step with limited changes to the operation of CPVs.
- Advised cleaning and hygiene activities remain the same across all the steps enabling BSPs implement permanent systems and processes to meet their safety duty obligations.
- Advised Workplace Direction 13 (Additional Industry Obligations) came into effect at 11:59pm on Sunday 22 November 2020, noting the direction applies across Victoria. Discussed that the direction is not a significant change to CPVV advice BSPs have already been following; CPVV remains confident that industry will maintain and fulfill the requirements with assured maturity.
- Confirmed Workplace Direction 13 record keeping obligations applies to both vehicles and premises noting CPVV does not require these records however if an authorised officer requests access, the records will need to be provided.
- Discussed additional cleaning obligations in Workplace Direction 13 and assured BSPs if they are already following CPVV advice, they are meeting the workplace direction cleaning requirements.
- Explained the decision-making process behind the need for surveillance testing and advised that DHHS is considering whether it would likely be appropriate for the CPV industry based on the risk profile. Should the requirement come into place it is anticipated drivers would need to be tested for COVID-19 once every 8 weeks.
- Discussed it is likely that a customer (passenger) check-in system will become mandatory. Advised industry should be prepared to adopt a whole of government passenger check-in system (rapid contact tracing) noting the expectation for organisations which have already implemented such systems would be able to continue using their existing systems if they

are able to integrate with DHHS's backend system. CPVV will provide more information as it becomes available and will support BSPs and drivers in adopting the solution. At this stage, CPVV understands the solution will be free and will require the gathering of information from every person who enters the vehicle.

- Reminded attendees of the South Australian Border closure. More information can be found via the below link:  
<https://www.coronavirus.vic.gov.au/south-australian-border-permit>
- Discussed changes to face masks noting people 12 years and older living or travelling in metropolitan Melbourne or regional Victoria must wear a fitted face mask when indoors – for example the supermarket or on public transport. This includes commercial passenger vehicles and ride shares. More information can be found via the below link:  
<https://www.dhhs.vic.gov.au/face-masks-vic-covid-19>
- Advised CPVV is aware that there is some concern by industry drivers in regard to the length of time it takes to clean the vehicle down after passenger trips and how this is being imposed on them by their BSP. Encouraged BSPs to ensure this has been discussed and communicated with driver on how long it should take to clean vehicles. A video demonstrating what should be cleaned that was released by NSW can be found below:  
[https://www.youtube.com/watch?v=RZyAlt9rkC8&list=PLL4evDjFo88ssL0\\_Myw5ppeIzOIG6Miuw&index=7](https://www.youtube.com/watch?v=RZyAlt9rkC8&list=PLL4evDjFo88ssL0_Myw5ppeIzOIG6Miuw&index=7)

## Questions from industry:

1. Attendee asked if CPVV have begun discussions over vaccines and rationing eg. will the CPV industry be at the top of the list considering its high-risk rating?
  - CPVV reply – AM advised CPVV has not developed its thinking around how the CPV Industry could integrate into any vaccine program roll out. CPVV will work with other Government departments and will provide more information as it becomes available.
2. Attendee asked if it was possible to have a representative from Department of Health and Human Services (DHHS) to join BSPs in industry engagement and provide feedback/corrections on observations.
  - CPVV reply – AM advised CPVV would extend an invitation to one of our public health officials to attend the forum noting that there is a significant work surrounding this issue and will provide an update if this is able to go ahead.
3. Attendee asked if BSPs should wait for communications to be issued by CPVV before passing this information through to their drivers/partners.
  - CPVV reply – AM advised CPVV finalises our FAQs as quickly as possible noting that there is an extensive approval process. Advised BSPs should interpret and communicate released directions as soon as possible to their drivers/partners.
4. Attendee asked CPVV to confirm how long a driver should retain their cleaning records.
  - CPVV reply – AM advised it would be reasonable for drivers to maintain their cleaning records for a week and for the BSP to ensure they are receiving these records. As the regulations are not prescriptive, BSPs are able to implement their own processes

# MINUTES

---

regarding the retention of cleaning records as long as they are effective, provide sufficient BSP oversight and validation of the requirements.

5. Attendee asked if CPVV could provide an indicative timeline on when surveillance testing for the CPV industry would be implemented.
  - CPVV reply – AM advised the decision is made by DHHS noting the current workplace direction (13) is valid until 6 December 2020. AM advised it may be a possibility that surveillance testing is included in the new workplace direction to be rolled out just before the holidays, but this is a decision for DHHS and will be based on DHHS's risk assessment.
- Any further queries or feedback to be directed to Safety Mailbox [safety@cpv.vic.gov.au](mailto:safety@cpv.vic.gov.au).
- Advised the next COVID-19 CPVV Industry Update is scheduled for 2 December 2020 as further changes are expected.
- AM advised if there are any significant changes they will be communicated via email, social media or text message.
- Feedback on the industry brief or suggestions on how to improve the industry brief are welcome at any time.
- Meeting closed.